

M.S. Notice 08 of 2005

No:28(3)/CR/2002-II

Dated: Aug 24, 2005

Sub: Issuance of CDCs - time period for disposal of cases regarding

This Directorate has been receiving representations from various candidates / organizations / Honble MPs and VIPs for inordinate delay by Shipping Master for issuance of CDCs. The position has been reviewed in a meeting convened by the Director General of Shipping and ex-officio Addl. Secretary to the Govt. of India with Shipping Master, Mumbai / Kolkata / Chennai on 20.7.2005. It has been reported by the Shipping Masters that they are not able to dispose off the cases of pending CDCs on account of deficiency / non-receipt of nationality proof / STCW certificates / marksheet / trade certificates and other requisite documents from the applicants concerned in spite of reminders.

2 With a view to streamline the issue of CDCs, it has been decided that on receipt of application, the Shipping Master concerned should verify the same and in case of any deficiency, communication should be sent to the applicant by ordinary post giving reasonable time for submission of documents. In case, no reply has been received, again letter in the form of a notice should be sent by registered post indicating specific date and stating that in case, the requisite information/ documents are not sent within the stipulated time, their applications will be rejected. In spite of the above, if the applicants are not complying, then the Shipping Master should reject such applications.

3. In view of the above, any request for issue of CDC, the **Shipping Master concerned should not keep it pending for more than 3 months**. In case of non submission of requisite documents/ information, the Shipping Masters should take necessary action as indicated at para 2 above by issuing 1st letter by ordinary post and 2nd letter by a registered post and in case of non receipt of any reply then such cases should be

rejected.

4. This issues with the approval of Director General of Shipping and ex-officio Additional Secretary to Govt. of India.

Sd/-

(K.S.Varadarajan)

Executive Officer

for Director General of Shipping